

5.0 Nutrition Services

Effective Date: 11/06/14

5.02 Nutrition Education Contacts

PURPOSE: The purpose of this policy is to define the minimal number of nutrition education contacts that WIC staff must offer to clients during their certification periods.

A. POLICY

1. A nutrition education (NE) contact may occur through individual, group or self-directed interaction. (See Exhibits 5.01A, Nutrition Education Definitions and 5.01B, Elements of Effective Client-Centered Nutrition Education.)

2. **Number of Contacts**

During each certification period, local agencies must offer the required nutrition education contacts on separate days to clients and parents or caretakers of infant and child clients, and whenever possible, the child clients themselves at the following rate.

# of Months of Certification	Number of Required Contacts
10-12 months	4
7-9 months	3
4-6 months	2
Up to 3 months	1

3. Nutrition education is offered during the following:
 - Certification/recertification (CERT/RECERT) appointments
 - Infant/child evaluation (IEVAL/CEVAL) appointments
 - Nutrition counseling with the RD (NCRD)
 - Breastfeeding support interactions
 - Interim nutrition education (EDU appointments or self-directed)
4. To be counted as a nutrition education contact for the client, the nutrition education offered or provided must be documented in the client's record. (See Policy 5.07, Documentation of Nutrition Education)
5. Clients with a current Nutrition Education Plan for self-directed education (SDE) (e.g., wichealth.org, education mall, or take-home lesson), and not scheduled for a specific appointment, are considered as having been offered one nutrition education contact.
6. Documentation of refusals and no-shows for individual or group nutrition education sessions demonstrates that nutrition education was offered.
7. Telephone contacts only count as nutrition education for breastfeeding problem-solving, counseling or education when conducted by qualified staff. (See Policy 4.01, Breastfeeding Education, Promotion and Support)

8. Nutrition materials, reinforcements and support groups are not counted as nutrition education contacts. See Exhibit 5.01A, Nutrition Education Definitions.
9. All nutrition education provided on the same day counts as ONE of the required contacts, regardless of the number of topics received.
10. Nutrition education that is scheduled or planned, but not attended or completed by the client, is counted as one nutrition education contact.
11. Nutrition and breastfeeding education must be provided by qualified staff. (See Policies 1.07, Local Agency Staffing and 5.08, Nutrition Education Collaboration.)

Reference:

Federal Regulations 246.11 (e)

Cross References:

1.07 Local Agency Staffing
4.01 Breastfeeding Promotion, Protection and Support
5.07 Documentation of Nutrition Education
5.08 Nutrition Education Collaboration

Exhibits:

5.01A Nutrition Education Definitions
5.01B Elements of Effective Client-Centered Nutrition Education